

The regular meeting of the Wyoming County Community Health System (WCCHS) Board of Managers, Wyoming County, New York was held on Tuesday, April 23, 2024.

CALL MEETING TO ORDER

Manager Perkins, in the absence of President Kosmerl, called the meeting to order at 4:27pm.

ROLL CALL AND QUORUM

BOARD OF MANAGERS PRESENT/ABSENT

★ participated remotely

- Salman Abbasey, MD
- Bryan Kehl (BOS member)
- Rich Kosmerl
- Steve Perkins
- J. Thomas Reagan, MD
- Larry Rogers
- Janice Shirley ★
- James Wawrzyniak, DC

STAFF PRESENT/ABSENT

★ participated remotely

- Dawn Bayliss (Chief Operating Officer)
- Justin Bayliss (NF Administrator)
- Dan Farberman (WC Human Resource Director)
- Dave Kobis (Chief Executive Officer)
- Mandip Panesar, MD (Hospital Medical Director)
- Pam Pettnot (Executive Assistant)
- Mark Wright (Chief Financial Officer)

OTHERS PRESENT: Becky Ryan (Chairwoman, Wyoming County Board of Supervisors and Supervisor, Town of Warsaw), James Brick (Vice Chairman, Wyoming County Board of Supervisors and Supervisor, Town of Perry), Scott Schrader (County Administrator), and Lynn Kilner (President, CSEA Hospital Supervisor Unit)

Manager Perkins declared that a quorum was physically present. Manager Shirley participated remotely from 14527 Lynch Lane, Hudson, Florida according to the meeting notice. Manager Shirley was permitted to participate but did not count toward the quorum or any votes.

EXCUSE MEMBERS NOT PRESENT

Motion by Manager Rogers and seconded by Manager Wawrzyniak, the following member(s) are hereby excused:

- President Kosmerl
- Manager Shirley

The motion was passed upon the following vote:

VOTE								
Salman Abbasey, MD	X	Yes		No		Abstain		Absent
Bryan Kehl	X	Yes		No		Abstain		Absent
Rich Kosmerl		Yes		No		Abstain	X	Absent
Steve Perkins	X	Yes		No		Abstain		Absent
J. Thomas Reagan, MD	X	Yes		No		Abstain		Absent
Larry Rogers	X	Yes		No		Abstain		Absent
Janice Shirley		Yes		No		Abstain	X	Absent
James Wawrzyniak, DC	X	Yes		No		Abstain		Absent
VOTE TOTAL:	6	Yes	0	No	0	Abstain	2	Absent
RESULTS	X	PASS				FAIL		

ADOPT THE AGENDA

Motion by Manager Wawrzyniak and seconded by Manager Kehl, the BOM hereby adopts the agenda as presented and verbally modified to include the BOM's intent to enter into an executive session by means of a vote to be taken during the meeting.

The motion was passed upon the following vote:

VOTE								
Salman Abbasey, MD	X	Yes		No		Abstain		Absent
Bryan Kehl	X	Yes		No		Abstain		Absent
Rich Kosmerl		Yes		No		Abstain	X	Absent
Steve Perkins	X	Yes		No		Abstain		Absent
J. Thomas Reagan, MD	X	Yes		No		Abstain		Absent
Larry Rogers	X	Yes		No		Abstain		Absent
Janice Shirley		Yes		No		Abstain	X	Absent
James Wawrzyniak, DC	X	Yes		No		Abstain		Absent
VOTE TOTAL:	6	Yes	0	No	0	Abstain	2	Absent
RESULTS	X	PASS				FAIL		

WCCHS-24-020 CONSENT AGENDA

Motion by Manager Kehl and seconded by Manager Wawrzyniak, the following items were listed for consideration on the consent agenda and are hereby approved as presented and on file in Administration:

- Approve BOM meeting minutes March 26, 2024

The motion was passed upon the following vote:

VOTE								
Salman Abbasey, MD	X	Yes		No		Abstain		Absent
Bryan Kehl	X	Yes		No		Abstain		Absent
Rich Kosmerl		Yes		No		Abstain	X	Absent
Steve Perkins	X	Yes		No		Abstain		Absent
J. Thomas Reagan, MD	X	Yes		No		Abstain		Absent
Larry Rogers	X	Yes		No		Abstain		Absent
Janice Shirley		Yes		No		Abstain	X	Absent
James Wawrzyniak, DC	X	Yes		No		Abstain		Absent
VOTE TOTAL:	6	Yes	0	No	0	Abstain	2	Absent
RESULTS	X	PASS				FAIL		

CEO REPORT

Dave Kobis submitted the following report:

FINANCIALS

- Health system operating loss for March 2024 was \$643,879, which is significantly better than the February 2024 operating loss of \$1,584,509. Both operating revenue and operating expenses were higher in the month of March 2024.
- The NYSDOH Directive Payment Template funding positively impacted March 2024 by \$719,000 and it had no impact in February 2024.
- Staffing agency cost in March 2024 decreased to \$169,727, mainly due to decreased agency hours used to support hospital services and nursing facility services. Hiring and recruiting plans in place, but area and regional hospitals are all facing same staffing pressures. Progress remains slow.
- Hospital volume had mixed results in March 2024. Acute inpatient, mental health, SNF, surgery, pain procedures, imaging testing, rehab services and clinic volumes were higher. Observation, GI, and laboratory testing volumes were lower. Year-over-year, acute inpatient, mental health, surgery, GI, lab, and clinics are down, while observation, ED, imaging, and rehab services have all shown growth over the prior year.

CRITICAL ACCESS HOSPITAL (CAH) DESIGNATION

- WCCHS received notification in April 2024 that NYSDOH had approved WCCHS' Certificate of Need (CON) filings related to the conversion to CAH status. This information came after NYSDOH retracted their initial letter of approval issued in March 2024. WCCHS had been trying unsuccessfully to speak with DOH and State officials since January 2024 to get a status update. DOH finally responded to WCCHS and apologized for the extended delay. Further, NYSDOH committed to expedite the approval given WCCHS' distressed financial condition.
- For reference, NYSDOH typically responds to CON filings for minor changes to a hospital's operating certificate within 45-60 days (e.g., removing unused beds, closing empty clinics, etc.). After filing the CAH applications in June 2023, we expected to get final approval from NYS by October 2023.
- Unfortunately, due to the State's extended delay, the final CMS CAH approval notice will also be delayed. We are evaluating the financial impact of the delay on the hospital and the County and will have more information to share as soon as possible.
- At this point, we estimate final CAH approval from CMS will be delayed to the 3rd or 4th quarter of 2024.

NEW YORK STATE DEPARTMENT OF HEALTH (NYSDOH) SURVEY

- As you are aware, the NYSDOH on behalf of CMS conducted an unannounced hospital survey on March 11 - 13, 2024. The survey was conducted to investigate an alleged Emergency Medical Treatment & Labor Act (EMTALA) violation.
- CMS and the NYSDOH issued their final report recently with four citation findings. The hospital will respond with a plan of correction shortly. NYSDOH will then resurvey the hospital in the next 30 days or so to clear the citations.

NEW YORK STATE CAPITAL GRANT OPPORTUNITY

- NYSDOH announced the availability of \$250M in funding under the Statewide Health Care Facility Transformation Program IV (SHCFTP4) to provide grants in support of capital projects and restructuring initiatives to ensure financial sustainability of hospitals and health care providers.
- WCCHS submitted a grant request in April 2024 for approximately \$15M to update and modernize the hospital operating rooms, update and relocate the hospital pharmacy, and expand and modify the hospital Emergency Room.
- LaBella Associates and Health Management Associates will assist WCCHS in completing the grant and designing the capital projects.
- If awarded, these projects are estimated to take 2 to 3 years to complete.

PROVIDERS AND OUTPATIENT CLINICS

- Jessica Benson, NP will start in the Perry office by June 2024. Salman Abbasey, MD will supervisor Jessica.
- The Cardiology clinic under Joseph Gomez, MD relocated to the Specialty Clinic (ground floor of the Nursing Facility). The new space is larger and will allow more patients to be seen.
- Discussions continue with New York State Department of Corrections and Community Supervision (DOCCS) in regards to providing services to inmates. General Surgeon, Andrea Zucchiatti, MD, will start to service Wende Correctional in the next couple of months.
- Primary Care chart audits are in process by Stroudwater Associates. Estimated completion May 2024. Routine audits of physician practices are a best practice to ensure appropriate coding and billing compliance. Results will be shared with providers as a means of improvement and feedback.
- Updated CON is being completed to reflect Internal Medicine office move.
- Zerah Ali, DPM (Podiatrist) has resigned effective 06/14/2024. Patient notifications will be sent out within the next 30 days.

MARKETING

- The hospitals marketing campaign throughout the Wyoming County service area continues. Example ads are included at the end of this board report.
- Second quarter 2024 advertising will be focused on the hospital's orthopedic service line, including an ad for the Wyoming County Fair Book.
- The health system will be implementing a campaign shortly utilizing RTS regional transport buses. Vinyl wraps will be deployed on the vehicles promoting WCCHS programs, providers, and services. The campaign is expected to run through the end of 2024. Focus areas for promotion will be orthopedic surgery and ED wait times.
- Additional billboards in the region will be utilized to promote WCCHS program and services through the remainder of 2024.

INFORMATION SYSTEMS

- Annual penetration testing, vulnerability assessment, and risk assessment was completed. Report was delivered and accepted. A presentation will be given at the June 2024 BOM meeting.
- The HealthStream project is underway with a go live date of mid-June 2024 and is on track to meet that date.
- Post-firewall migration issues have been resolved and work can begin on moving our direct connections to other organizations to the new devices.
- Medent and CPSI billing interfaces are moving forward, no go live date yet.
- Fuji radiology system software upgrades are complete. Hardware upgrade is almost complete with an anticipated completion date of 04/19/2024.

BEHAVIORAL HEALTH

- Inpatient census for the month of March 2024 was at 96% occupancy.
- A total of 86 psychiatric evaluations were completed by the psychiatric assessment officers within the month of March 2024.
- There were no security assistant calls from the inpatient unit for the month of March 2024. This is attributed to the excellent work the staff do de-escalating the patients along with the preventing and managing a crisis situation training that is done through the behavioral health unit.
- Finalized the Behavioral Health Plan of Correction relating to the DOH visit, submitted to the Director of Nursing.
- Preparing for Nursing Skills Week. Mental Health will be educating on benzodiazepine withdrawal signs and symptoms and on the social deterrents of health screening questions.
- Continue to explore the use of telepsychiatry in the emergency room, talking with providers to obtain quotes on this potential opportunity.
- WNY Rural-AHEC offered an all-day in person training on Mental Health First Aide for hospital employees. Five mental health employees and two acute nursing supervisors attended. This is an evidenced based course that teaches employees to identify, understand, and respond to patients appropriately and effectively.
- Staffing in Mental Health has been very consistent with little to no turnover. Preparing for the predicted loss of an exceptional RN, Mike Fix, who will be retiring.
- May is Mental Health Month. Multiple staff will be attending the Mental Health Recognition Breakfast at the Valley Chapel Ministry Center.

CHIEF OPERATING OFFICER

- TeleID (infectious disease) and teleneurology services are in place and working well. We are exploring telepsychiatry services to provide consults for the emergency room with a psychiatrist that can begin treatment quickly.
- Aramark continues to look for a new Director of Plant Operations – interviews are ongoing.
- Transitioning the Intensive Care Unit (ICU) located on the second floor to the third floor Med Surg unit and renaming to Progressive Care Unit (PCU). The unit will perform the same level of services for higher acuity patients and there will be no change to the level of care provided to patients. The transition is moving forward. Coordination of multiple vendors to move equipment is ongoing.
- Swing bed area on Med Surg floor is established. The program is going well.
- Received EMTALA and Immediate Jeopardy (IJ) citations from NYSDOH, working on the plan of correction. Our response is due in 10 calendar days, April 26, 2024.
- We are beginning an outside search for an ER and Med Surg, ICU manager and OR Director. Our in-house candidate rescinded her interest and another candidate for the ER position needed more leadership experience.

DIRECTOR OF NURSING (DON)

- Working on Plan of Correction for NYSDOH, 4 citations, response due April 26, 2024.
- Mass Casualty Event being held on May 10, 2024, run by Finger Lakes/Western Region Health Emergency Preparedness training group, media should be present.
- Nursing has decreased travel nurses by 14% in the 1st quarter 2024.
- Area Health Education Center (AHEC) is offering a teen led training (PATCH program) for providers on May 7, 2024, they are hoping to build relationships with providers in the community to help promote productive conversations.
- Hospital and Nurses week, May 6-10, 2024
- AHEC education day, May 11, 2024
- Nurses education week, May 13-17, 2024
- Nursing mandatory skills days, May 15-17, 2024
- Nurses wellness week, May 20-24, 2024
- Nurses give back to community week, May 28-31, 2024

MEDICAL DIRECTOR

- Discussed with the Medical Executive Committee the implementation of a system wide Universal Time-Out Policy. Go live date to be determined.
- Developing a Student Observership Policy with the Medical Executive Committee agreed upon parameters.
- All active Provider information has been transitioned into Microsoft Access

SKILLED NURSING FACILITY

- **Census:**
 - Census for the month of March 2024 averaged 136. Census at the time of this report (April 17, 2024) is 137.
- **Donation:**
 - Facility received a \$10,000 donation from a family of a loved one that resided in the SNF. An outside shade structure and patio furniture were purchased with a portion of the donation. It should be installed within the next couple of weeks.
- **Ralph Wilson Foundation / Institute for Healthcare Improvement (IHI):**
 - Improvement activities continue on the Blue Unit within the SNF. Meetings involving Administration, HR, and Direct Care Workers take place every Tuesday.
 - Next scheduled trip to IHI in Boston, MA will take place in September 2024. They are requesting for CNA presence at the conference.
- **Staffing:**
 - CNA: Second class has concluded and those individuals are orienting to the units. Eleven out of twelve candidates have been certified and have joined the labor force.
 - The next scheduled class is set to begin on April 22, 2024. Seven students are registered to attend the next class.
 - LPN: Discussions continue towards providing an opportunity for individuals to become LPN's. Recruiting efforts have been aimed at Genesee Valley BOCES and The Finger Lakes Community College.
- **Rehab Services:**
 - The Director of Therapy Services acute and Outpatient is providing full-time patient care due to increased volume.
 - We are recruiting for a full-time Physical Therapist as volume has substantially increased in the SNF, Outpatient, and Swing Bed areas.
- **Swing Bed:**
 - Volume has remained steady over the past month. SNF continues to provide assistance with skilled requirements for coverage.
- Today, CMS released the Minimum Staffing Standards for Long-Term Care Facilities and Medicaid Institutional Payment Transparency Reporting final rule. CMS finalized a staggered implementation period of up to five years for rural facilities and three years for non-rural facilities to allow all facilities the time needed to prepare and comply with the new requirements.

MEDICAL DIRECTOR REPORT

Report included in CEO report. No further report.

MEDICAL EXECUTIVE COMMITTEE/ MED STAFF

No report.

WCCHS-24-021 PREAUTHORIZED ACCOUNTS AND ACCOUNTS PAYABLE AND WRITE-OFFS, DENIED CLAIMS, AND BAD DEBT

Motion by Manager Wawrzyniak and seconded by Manager Rogers, the preauthorized accounts and accounts payable processed totaling \$4,915,102.74 and the write-offs/denied claims/bad debt totaling \$253,234.57 be hereby approved as presented.

The motion was passed upon the following vote:

VOTE								
Salman Abbasey, MD	X	Yes		No		Abstain		Absent
Bryan Kehl	X	Yes		No		Abstain		Absent
Rich Kosmerl		Yes		No		Abstain	X	Absent
Steve Perkins	X	Yes		No		Abstain		Absent
J. Thomas Reagan, MD	X	Yes		No		Abstain		Absent
Larry Rogers	X	Yes		No		Abstain		Absent
Janice Shirley		Yes		No		Abstain	X	Absent
James Wawrzyniak, DC	X	Yes		No		Abstain		Absent
VOTE TOTAL:	6	Yes	0	No	0	Abstain	2	Absent
RESULTS	X	PASS				FAIL		

PERSONNEL REQUISITIONS IN PROCESS

The personnel requisitions in process were presented for information only.

PERSONNEL REQUISITIONS IN PROCESS - (RECOMMENDED)												
April 23, 2024												
Senior Manager	Title/Department	FTE	Schedule	Vacating Employee	Hourly Rate	Annual Salary	Benefits	Proposed Hourly	Proposed Annual	Benefits		
J. Bayliss:	Nursing Assistant Per Diem/05.811	0.00	WCCH	Krista Jaggard 03/16/2024	\$24.82	\$4,840	\$370	\$21.69	\$4,230	\$324		
	Nursing Assistant Per Diem/05.819	0.00	WCCH	Sarah Rainville 03/25/2024	\$22.22	\$4,333	\$331	\$21.69	\$4,230	\$324		
	Nursing Assistant Per Diem/05.719	0.00	WCCH	Mark Sage 03/16/2024	\$23.28	\$4,540	\$347	\$21.69	\$4,230	\$324		
	Nursing Assistant/05.611	0.80	WCCH	Emica Riley 03/30/2024	\$19.72	\$30,763	\$10,416	\$19.72	\$30,763	\$10,416		
	Nursing Assistant/05.429	1.00	WCCH	Barry Christie 05/03/2024	\$22.56	\$43,992	\$18,617	\$19.72	\$38,454	\$16,274		
	Nursing Assistant/05.673	1.00	WCCH	Lucinda Darby 01/30/2024	\$20.67	\$40,307	\$17,058	\$19.72	\$38,454	\$16,274		
	Nursing Assistant/05.177	1.00	WCCH	Brieanna Lanni 03/16/2024	\$20.42	\$39,819	\$16,851	\$19.72	\$38,454	\$16,274		
	Unit Helper Per Diem/08.027	0.00	WCCH	Alexander Bang 03/16/2024	\$16.50	\$3,218	\$246	\$16.50	\$3,218	\$246		
	Unit Helper Per Diem/08.771	0.00	WCCH	Robert Wilson 03/16/2024	\$16.50	\$3,218	\$246	\$16.50	\$3,218	\$246		
	Unit Helper Per Diem/08.772	0.00	WCCH	Hannah Gisewood 03/16/2024	\$16.50	\$3,218	\$246	\$16.50	\$3,218	\$246		
	Unit Helper Per Diem/08.821	0.00	WCCH	Tia Snyder 03/16/2024	\$16.50	\$3,218	\$246	\$16.50	\$3,218	\$246		
	Unit Helper Per Diem/08.825	0.00	WCCH	Alicia Wagner 03/16/2024	\$16.50	\$3,218	\$246	\$16.50	\$3,218	\$246		
	Gibson:	Director of Emergency Services/01.320.505	1.00	C	Tracey Blanchard 03/19/2024	\$123,600.00	\$123,600	\$52,308	\$123,600.00	\$123,600	\$52,308	
		RPN/03.128	1.00	WCCH	Sonia Gazzetta 03/09/2024	\$49.03	\$95,609	\$40,462	\$34.36	\$67,002	\$28,355	
ER Patient Care Technician/05.991		1.00	WCCH	Malinda Strobel 03/13/2024	\$18.23	\$35,549	\$15,044	\$16.68	\$32,526	\$13,765		
ER Patient Care Technician Per Diem/05.993		0.00	WCCH	Nicholas Greco 04/12/2024	\$20.48	\$3,994	\$306	\$18.35	\$3,578	\$274		
ER Patient Care Technician Per Diem/05.994		0.00	WCCH	Joshua McLaughlin-Waite 04/12/2024	\$20.48	\$3,994	\$306	\$18.35	\$3,578	\$274		
RPN/03.161		1.00	WCCH	Leslie Hirsch 10/14/2023	\$44.00	\$85,800	\$36,311	\$34.36	\$67,002	\$28,355		
Hospital Aide/05.383		1.00	WCCH	Rachelle Baker 07/02/2023	\$18.08	\$35,256	\$14,920	\$16.19	\$31,571	\$13,361		
B. Givens:	Psychiatric Assessment Officer Per Diem/06.752	0.00	WCCH	Erin Sears 04/30/2024	\$41.65	\$8,122	\$621	\$35.97	\$7,014	\$537		
D. Bayliss:	Food Service Helper/08.364	0.50	WCCH	Adam Patla 04/16/2024	\$17.70	\$17,258	\$1,320	\$17.70	\$17,258	\$1,320		
M. Wright:	Telephone Operator/12.810	0.60	WCCH	Donna Blackmon 04/21/2024	\$17.04	\$19,937	\$5,062	\$16.68	\$19,516	\$4,955		

WCCHS-24-022 APPROVE PROPOSED PERSONNEL CHANGES/FINANCIAL IMPACT

Motion by Manager Wawrzyniak and seconded by Manager Kehl, the proposed personnel changes/financial impact be hereby approved as presented and as follows:

PROPOSED PERSONNEL CHANGES/FINANCIAL IMPACT				
April 23, 2024				
POSITION	ANNUAL SALARY PROPOSED	BENEFIT PACKAGE	BUDGETED SALARY	BUDGETED BENEFITS
Sr. Manager - D. James				
Create 2 - 1.00 FTE Senior Medical Technologist (Cost Center 021) Schedule WCCH, Grade 18C \$33.49 - 45.31/Hr. Available date: April 24, 2024	\$176,709	\$74,783	\$0	\$0
Create 1 - 0.00 FTE Medical Technologist Per Diem (Cost Center 021) Schedule WCCH, Grade 18A \$31.76 - 39.48/Hr. Available date: April 24, 2024	\$7,699	\$589	\$0	\$0
Create 1 and Set Salary - 1.00 FTE Chief Nursing Officer (Cost Center 865) Schedule C \$149,350/Yr. Available date: April 24, 2024	\$149,350	\$63,205	\$0	\$0
Delete 1 - 1.00 FTE Acute Director of Nursing (Cost Center 865)/01.632.673 Schedule C \$149,350/Yr. Effective date: May 15, 2024	\$0	\$0	\$149,350	\$63,205
Delete 1 - 0.00 FTE Senior Laboratory Technician Per Diem (Cost Center 021)/06.991 Schedule WCCH, Grade 10 \$22.74/Hr. Effective date: April 24, 2024	\$0	\$0	\$4,434	\$339
Delete 2 - 1.00 FTE Medical Technologist (Cost Center 021)/06.305 and 06.314 Schedule WCCH, Grade 18A \$35.89/Hr. Effective date: May 15, 2024	\$0	\$0	\$139,971	\$59,236
Sr. Manager - D. Gibson				
Create 1 - 1.00 FTE Manager of Emergency Services (Cost Center 371) Schedule C \$90,000 - 110,000/Yr. Available date: April 24, 2024	\$110,000	\$46,552	\$0	\$0
Create 1 - 1.00 FTE Manager of Medical/Surgical and Intensive Care Unit/Progressive Care Unit (Cost Center 302) Schedule C \$90,000 - 110,000/Yr. Available date: April 24, 2024	\$110,000	\$46,552	\$0	\$0
Delete 1 - 1.00 FTE ER Patient Care Technician (Cost Center 371)/05.992 Schedule WCCH, Grade 6 \$16.68/Hr. Effective date: April 24, 2024	\$0	\$0	\$32,526	\$13,765
Delete 1 - 1.00 FTE ER Patient Care Technician (Cost Center 371)/05.990 Schedule WCCH, Grade 6 \$16.68/Hr. Effective date: April 24, 2024	\$0	\$0	\$32,526	\$13,765
Delete 1 - 1.00 FTE RPN (Cost Center 865)/03.711 Schedule WCCH, Grade 20 - 20F \$48.01/Hr. Effective date: April 24, 2024	\$0	\$0	\$93,620	\$39,620
Delete 1 - 1.00 FTE RPN (Cost Center 865)/03.159 Schedule WCCH, Grade 20 - 20F \$49.34/Hr. Effective date: April 24, 2024	\$0	\$0	\$96,213	\$40,717
Delete 1 - 1.00 FTE LPN (Cost Center 371)/04.954 Schedule WCCH, Grade 14B - 14E \$23.26/Hr. Effective date: April 24, 2024	\$0	\$0	\$45,357	\$19,195
Sr. Manager - J. Bayliss				
Delete 1 - 0.00 FTE Speech Pathologist Per Diem (Cost Center 058)/06.940 Schedule WCCH, Grade 18C \$44.89/Hr. Effective date: April 24, 2024	\$0	\$0	\$8,754	\$670
Sr. Manager - B. Coffta				
Delete 1 - 0.50 FTE Mid-Level Provider (Cost Center 687)/17.138.443 Schedule P \$51,000/Yr. Effective date: April 24, 2024	\$0	\$0	\$51,000	\$3,902
Delete 1 - 1.00 FTE General Surgeon (Cost Center 668)/10.121.681 Schedule P \$375,000/Yr. Effective date: June 16, 2024	\$0	\$0	\$375,000	\$158,700
Sr. Manager - M. Wright				
Create 1 - 1.00 FTE Senior Patient Information Specialist (Cost Center 770) Schedule WCCH, Grade 12A \$22.49 - 25.71/Hr. Available date: April 24, 2024	\$43,856	\$18,560	\$0	\$0
TOTALS	\$597,613	\$250,241	\$1,028,750	\$413,113
TOTAL ANNUAL INCREASE:				-\$594,010

The motion was passed upon the following vote:

VOTE									
Salman Abbasey, MD	X	Yes		No		Abstain		Absent	
Bryan Kehl	X	Yes		No		Abstain		Absent	
Rich Kosmerl		Yes		No		Abstain	X	Absent	
Steve Perkins	X	Yes		No		Abstain		Absent	
J. Thomas Reagan, MD	X	Yes		No		Abstain		Absent	
Larry Rogers	X	Yes		No		Abstain		Absent	
Janice Shirley		Yes		No		Abstain	X	Absent	
James Wawrzyniak, DC	X	Yes		No		Abstain		Absent	
VOTE TOTAL:									
	6	Yes	0	No	0	Abstain	2	Absent	
RESULTS									
	X	PASS					FAIL		

WCCHS-24-023 APPROVE MEMORANDUM OF UNDERSTANDING (MOU) WITH CSEA FOR ACUTE HOSPITAL STAFFING, DATED APRIL 2024

Motion by Manager Rogers and seconded by Manager Abbasey, the memorandum of understanding between the County of Wyoming and the Civil Service Employees Association, Local 1000, AFSCME, AFL-CIO General Unit related to acute hospital staffing, dated April 2024 be hereby approved as presented and attached, pending approval by the Wyoming County Board of Supervisors.

The motion was passed upon the following vote:

VOTE									
Salman Abbasey, MD	X	Yes		No		Abstain		Absent	
Bryan Kehl	X	Yes		No		Abstain		Absent	
Rich Kosmerl		Yes		No		Abstain	X	Absent	
Steve Perkins	X	Yes		No		Abstain		Absent	
J. Thomas Reagan, MD	X	Yes		No		Abstain		Absent	
Larry Rogers	X	Yes		No		Abstain		Absent	
Janice Shirley		Yes		No		Abstain	X	Absent	
James Wawrzyniak, DC	X	Yes		No		Abstain		Absent	
VOTE TOTAL:									
	6	Yes	0	No	0	Abstain	2	Absent	
RESULTS									
	X	PASS					FAIL		

WCCHS-24-024 AMEND SALARY SCHEDULE C

Motion by Manager Wawrzyniak and seconded by Manager Abbasey, Salary Schedule C be hereby amended as follows:

- Include a one-time Stipend for the 1.00 FTE **Staff Recruiter** position (Position Code # 02.904.705) under **NURSING ADMINISTRATION (ACUTE)** in the amount of \$1,500.00, effective 05/27/2024, pending approval by the Wyoming County Board of Supervisors. Assistance/coverage provided for the swing bed program and scheduling during the Assistant Director of Nursing’s absence.

The motion was passed upon the following vote:

VOTE									
Salman Abbasey, MD	X	Yes		No		Abstain		Absent	
Bryan Kehl	X	Yes		No		Abstain		Absent	
Rich Kosmerl	X	Yes		No		Abstain		Absent	
Steve Perkins	X	Yes		No		Abstain		Absent	
J. Thomas Reagan, MD	X	Yes		No		Abstain		Absent	
Larry Rogers	X	Yes		No		Abstain		Absent	
Janice Shirley		Yes		No		Abstain	X	Absent	
James Wawrzyniak, DC		Yes		No		Abstain	X	Absent	
VOTE TOTAL:									
	6	Yes	0	No	0	Abstain	2	Absent	
RESULTS									
	X	PASS					FAIL		

BOM COMPENSATION COMMITTEE

Dan Farberman suggested that future changes to Salary Schedule C be vetted through the BOM Compensation Committee rather than being presented directly at the BOM meeting.

WCCHS-24-025 APPROVE CONTRACTS AND/OR GRANTS

Motion by Manager Rogers and seconded by Manager Wawrzyniak, the CEO (or designee) with the approval of the County Attorney or Costello, Cooney and Fearon, PLLC, be hereby authorized and directed to sign contracts and/or grants on behalf of the Wyoming County Community Health System as presented and as follows:

All of the following contracts require approval by the Wyoming County Board of Supervisors

1. **FARGON STERILE SERVICES US**, 201 W 5th Street, Suite 1250, Austin, TX 78701, an agreement for compounded anesthesia syringes, \$45,000.00 per year (cumulative \$225,000.00), effective 04/15/2024 – 04/15/2029.
2. Permission to negotiate an agreement or amend an existing agreement with **UNIVERSITY AT BUFFALO SURGEONS, INC.**, 100 High Street, Buffalo, NY 14203 for an additional general surgeon to provide services to WCCHS patients in the hospital's surgery clinic along with performing the services of Chair of Surgical department, not to exceed \$100,000.00.
3. **WALMART INC.**, 2608 S.E. J Street, Suite 8, Mailstop 0400, Bentonville, AR 72716-0440, a 340B pharmacy services agreement whereby Walmart Pharmacy will provide certain outpatient drugs at reduced prices for use by patients of WCCHS through the Federal 340B program, \$100,000.00, effective 04/01/2024 – 05/01/2025.
4. **J RUTOWSKI AND SONS (SINCLAIR'S)**, 75 Main Street, Warsaw, NY 14569, a contract pharmacy services agreement whereby Sinclair Pharmacy will provide certain outpatient drugs at reduced prices for use by patients of WCCHS through the Federal 340B program, \$100,000.00 effective 03/22/2024 – 04/22/2025.
5. Amend Resolution #WCCHS-21-030 approved on 04/27/2021 and Resolution #WCCHS-19-159 approved on 12/19/2019 [BOS Resolution #21-243 approved on 05/11/2021] with **VISONEX, LLC**, 916 Willard Drive, Suite 200, Green Bay, WI 54304, related to electronic medical record for dialysis, not to exceed \$40,000 per year, as follows:
 - Extend the term from 03/01/2021 – 02/29/2024 through **03/01/2024 – 02/28/2027**.
6. Amend Resolution #WCCHS-23-092 approved on 11/28/2023 and Resolution #WCCHS-21-091 approved on 12/28/2021 [BOS Resolution #23-719 approved on 12/12/2023 and Resolution #22-035 approved on 01/11/2022] with **WESTANDSTRONG STAFFING, LLC**, 302 Country Lane, Geneseo, NY 14454, a staffing agreement to provide agency staffing, not to exceed \$200,000.00 per year, effective 12/01/2023 – 11/30/2024.
 - Increase the not to exceed amount from \$200,000.00 per year to an amount **not to exceed \$400,000.00 per year**.
7. Amend Resolution #WCCHS-23-068 approved on 08/22/2023, Resolution #WCCHS-22-085 approved on 09/27/2022, and Resolution #WCCHS-22-079 approved on 08/23/2022 [BOS Resolution #23-486 approved on 09/12/2023, Resolution #22-563 approved on 10/11/2022, and Resolution #22-484 approved on 09/13/2022] with **CRANEWARE, INC.**, 3340 Peachtree Road, N.E., Suite 850, Atlanta, GA 30326 related to charge master updates, price transparency, and medical necessity checker, in the amount of \$344,463.00, effective 09/30/2022 – 09/30/2026, as follows:
 - Add additional module and increase the total contract amount from \$344,463.00 to an amount **not to exceed \$524,034.00**.
 - Extend the term of the agreement from 09/30/2026 through **04/15/2027**.
8. **UKG KRONOS SYSTEMS LLC**, 900 Chelmsford Street, Lowell, MA 01851, subscription for Kronos timekeeping software licensing, \$63,840.00 per year, effective 04/30/2024 – 04/29/2025.

The motion was passed upon the following vote:

VOTE									
Salman Abbasey, MD	X	Yes		No	**	Abstain		Absent	
Bryan Kehl	X	Yes		No		Abstain		Absent	
Rich Kosmerl		Yes		No		Abstain	X	Absent	
Steve Perkins	X	Yes		No		Abstain		Absent	
J. Thomas Reagan, MD	X	Yes		No		Abstain		Absent	
Larry Rogers	X	Yes		No		Abstain		Absent	
Janice Shirley		Yes		No		Abstain	X	Absent	
James Wawrzyniak, DC	X	Yes		No		Abstain		Absent	
VOTE TOTAL:									
	6	Yes	0	No	0	Abstain	2	Absent	
RESULTS									
	X	PASS					FAIL		

**** Manager Abbasey abstained from provider related Contracts #2.**

CONTRACTS FOR INFORMATION ONLY

Cumulative amount between \$25,000 - \$49,000 – no BOM action needed

- STROUDWATER ASSOCIATES**, 1685 Congress Street, Suite 202, Portland, ME 04102, an agreement to review compensation, contractual, and productivity data of all physician and advanced practice providers employed by WCCHS and provide compliance report, not to exceed \$30,000, effective 04/09/2024 – 12/31/2024.
- RSM HEALTHCARE CONSULTING, LLC**, (Ronald S. Mornelli), 8586 Greenway Court, East Amherst, NY 14051, an agreement for James Turner to serve as a part-time, interim surgical services director, not to exceed \$30,000, effective 04/29/2024 – 12/31/2024.
- EPOCH HEALTH SOLUTIONS, LLC**, 17 Martin Avenue, Saratoga Springs, NY 12866, clinic audits agreement to provide coding, document, and billing review of claims, and training as needed, not to exceed \$32,000, effective 05/01/2024 – 04/30/2025.

BOARD PRESIDENT REPORT

Manager Perkins, in the absence of President Kosmerl, reported on the following items:

- Reviewed positive feedback regarding the Emergency Room

Hi Everyone!

I am sitting down in the ER today after bringing my 82 year old mother in around 11:30am. While we wait, I wanted to let you know how impressed we are with every single one of your staff people so far.

For the past month, we have really had our share of everything medical. Acute Heart Failure, to a lung cancer diagnosis. In the past 3 weeks she has fallen 3 times, the last one on Friday March 29 resulted in an ER visit to UMMC because she had 10/10 pain in her groin and could not bear any weight on her right leg. They did a CT scan of pelvis and found no break, but did see a compression fracture on one of her vertebrae. Even after begging for consideration for her to stay overnight as I knew I could not lift her, she was sent home.

Yesterday (Easter Sunday) I texted w Justin Bayliss who immediately got back to me on his day off just to offer support and promised to call me in the morning which he did.

I brought my mom to your ER for 2 reasons, I had such a bad experience in Batavia w no one listening to my concerns and 2- I knew she would be treated w kindness.

Dr. Fahey
 Megan -ER RN
 Krista - ER Aide
 Dawn -PT
 Paige - ER transport
 Jessica- RN
 Brittany-PA Hospitalist
 Linda-Admissions
 CT Scan Guy

The CT Scan did in fact show a pelvis fracture in the Ramus Finally a reason for the pain and why she could not put weight on the leg.

Even when my mom was tired and getting nasty, every single person was professional and kind. She was admitted to observation with the plan being a rehab stay at SNF.

My brother and I are completely relieved as we could not care for her with a fractured pelvis.

Thank you WCCH and Justin for doing what we needed when we needed it!!

BOARD COMMITTEE CHAIR REPORTS

Acute Quality/Performance Improvement Committee

Manager Wawrzyniak reported that there was no Acute Quality/Performance Improvement Committee meeting in April 2024. The next meeting is scheduled for May 15, 2024.

SNF Quality/Performance Improvement Committee

Manager Rogers reported that there was no SNF Quality/Performance Improvement Committee meeting in April 2024. The next meeting is scheduled for May 15, 2024.

Finance/Personnel Committee

No report.

Plant and Equipment Committee

President Kosmerl reported that there was no Plant and Equipment Committee meeting in April 2024. The next meeting is scheduled for May 14, 2024.

Communications Committee

No report.

Governance Committee

Manager Wawrzyniak reported that representatives from the Healthcare Association of New York State, Inc. (HANYS) will remotely attend the regular BOM meeting scheduled on May 28, 2024 to conduct Board education.

Compensation Committee

No report.

EXECUTIVE SESSION

Motion by Manager Kehl and seconded by Manager Abbasey, for the Board to enter into executive session to discuss the following topic(s) at 5:07pm. Dave Kobis, Becky Ryan, Jim Brick, Scott Schrader, Dan Farberman, and Pam Pettnot remained. All other attendees left the meeting room.

- Matters regarding the medical, financial, credit or employment history of a particular Salary Schedule C employee
- Labor relations matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of one particular union employee
- Labor relations matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of two particular union employees
- Current litigation against a former Salary Schedule P employee, Index #9002050
- Investigation into potential Corporate Compliance issue – protected under NYS Social Services Law, Article 5, Title 11, Section 363-d

The motion was passed upon the following vote:

VOTE									
Salman Abbasey, MD	X	Yes		No		Abstain		Absent	
Bryan Kehl	X	Yes		No		Abstain		Absent	
Rich Kosmerl		Yes		No		Abstain	X	Absent	
Steve Perkins	X	Yes		No		Abstain		Absent	
J. Thomas Reagan, MD	X	Yes		No		Abstain		Absent	
Larry Rogers	X	Yes		No		Abstain		Absent	
Janice Shirley		Yes		No		Abstain	X	Absent	
James Wawrzyniak, DC	X	Yes		No		Abstain		Absent	
VOTE TOTAL:	6	Yes	0	No	0	Abstain	2	Absent	
RESULTS	X	PASS					FAIL		

Motion by Manager Wawrzyniak and seconded by Manager Kehl, the Board exit Executive Session at 7:31pm.

The motion was passed upon the following vote:

VOTE									
Salman Abbasey, MD	X	Yes		No		Abstain		Absent	
Bryan Kehl	X	Yes		No		Abstain		Absent	
Rich Kosmerl		Yes		No		Abstain	X	Absent	
Steve Perkins	X	Yes		No		Abstain		Absent	
J. Thomas Reagan, MD	X	Yes		No		Abstain		Absent	
Larry Rogers	X	Yes		No		Abstain		Absent	
Janice Shirley		Yes		No		Abstain	X	Absent	
James Wawrzyniak, DC	X	Yes		No		Abstain		Absent	
VOTE TOTAL:									
	6	Yes	0	No	0	Abstain	2	Absent	
RESULTS									
	X	PASS					FAIL		

EXECUTIVE SESSION DISCUSSIONS

Manager Perkins reminded attendees that all information discussed in executive session shall remain confidential and declared that no motions or votes were enacted on during the executive session.

ANNUAL BOM SELF-EVALUATION AND PRESIDENT OF THE BOM EVALUATION

Manager Wawrzyniak reviewed the results of the annual BOM self-evaluations and the evaluation of the President of the BOM.

OTHER BUSINESS BROUGHT BEFORE THE BOARD

- Attendees asked to have HANYS representatives provide guidance on the following items:
 - The open meetings law regarding the required/appropriate content of meeting minutes
 - How much information from medical staff meetings should be disclosed to board members
- Discussed holding a Board caucus in the summer of 2024
- Attendees suggested advertising WCCHS’s longstanding commitment to the community and anticipated existence into the future (e.g., print, billboard, digital sign, etc.)

NEXT REGULAR MEETING

The next regular meeting is scheduled for Tuesday, May 28, 2024 immediately following the BOM Finance/Personnel Committee meeting, approximately 4:30pm.

ADJOURN

There being no further business to come before the Board, the meeting duly adjourned at 5:50pm upon motion by Manager Wawrzyniak.

James Wawrzyniak, DC, BOM Secretary Date

Pam Pettnot, Recording Secretary Date

MEMORANDUM OF UNDERSTANDING
Between the
COUNTY OF WYOMING
And the
CIVIL SERVICE EMPLOYEES' ASSOCIATION, LOCAL 1000, AFSCME, AFL-CIO
WYOMING COUNTY LOCAL 861-9250

Acute Hospital Staffing
(April 2024)

WHEREAS, In the event of a staffing shortfall where acute departments within the Wyoming County Community Health System are unable to meet the requirements of the New York State staffing plan, The Hospital is desirous of creating a staffing incentive action plan, and

WHEREAS, Wyoming County and CSEA have reached this agreement to ensure the safety, well-being and high quality of care to all patients and residents throughout the Health System.

THEREFORE, the parties agree to the following terms and modifications of the provisions of the Collective Bargaining Agreement and prior Memorandums of Understanding between the parties in accordance with the provisions herein;

1. Employees in acute hospital departments as listed herein who work additional shifts beyond their respective normal work schedule within acute departments in the hospital as determined by Management will receive extra shift incentives for each scheduled consecutive four (4) hours worked in accordance with the provisions of this Memorandum.
2. Eligible nursing employees in acute hospital departments included in this incentive are: Emergency Department, Operating Room, Intensive Care Unit and Med Surg.
3. The provisions of this memorandum can only be modified in writing by both parties.
4. These incentive shifts will be offered at the exclusive and sole discretion of Hospital Administration on a first-come first-served basis to bargaining unit employees. If in the event an employee commits to working an additional shift through the sign-up procedure and fails to work the committed shift for whatever reason, this employee will be responsible for finding someone to work the shift. If he/she DOES find someone to cover the shift, there is NO occurrence on the attendance record. If she/he does not find someone to cover the shift, then the attendance policy will apply.
5. In the event an employee works additional work hours pursuant to the provisions of this memorandum and fails to work their normal scheduled work shifts they will not be eligible for the additional compensation provided herein. For Example: If an employee is scheduled to work their regular shift and works a different shift, at the request of management, this schedule change would not qualify of the additional payment pursuant to this memorandum as it would not constitute addition work beyond normal schedules.

- 6. This Memorandum of Understanding shall not create a precedent or waiver for any other matter and can only be modified or extended by written mutual agreement and supersedes and replaces all prior Memorandum of Understanding pertaining to incentive shift staffing that predates this Agreement,
- 7. This Memorandum may be ended by either party for any reason with ten (10) working days written notice to the other party
- 8. The parties further agree that disputes arising from the application of this Memorandum of Understanding may be subject to redress through the grievance and arbitration procedures or the disciplinary procedures of the Collective Bargaining Agreement.

Qualifying employees shall be paid as follows:

- Seventy dollars (\$70.00) for four (4) hours per pay period
- One Hundred and Forty dollars (\$140.00) for eight (8) hours per pay period
- Two Hundred and ten dollars (\$210.00) for twelve (12) hours per pay period.

For the CSEA

For Wyoming County
Becky Ryan
Chairperson Board of Supervisors

Daniel Farberman
Director – Human Resources

Date_____